

STATEWIDE RFA TECHNICAL ASSISTANCE CALLS
MEETING MINUTES
November 7, 2018
Time: 1:30 pm – 2:30 pm
Location: Conference Call
Call-In: 877-873-8017 Code: 5396369

County TA Questions	CDSS Response	Action Item
1) Can a room that has no windows be considered a bedroom?	The Written Directives, Version 5, (WD/5) section 11-01(b)(1), states in part: Each bedroom used by a child or non-minor dependent (NMD) shall have at least one operable window or door that ensures a safe, direct, emergency exit to the outside.	None.
2) Is it permissible for a Resource Parent (RP) to store a shotgun in their bedroom if their bedroom is secured by a keypad lock?	Please refer to WD/5, section 11-03(c) which requires firearms and other weapons to be stored in a locked container. If a locked container is not utilized, the RP may use locking devices, which may include, but are not limited to trigger locks, cable locks, or other firearm safety devices. Furthermore, ammunition must be stored in a locked container separate from the firearms.	None.
3) Is there a requirement for a RFA social worker to regularly meet with the Resource Family (RF)?	No, there is no requirement in the WDs that require visits between the RF and the RFA social worker outside of the annual update. However, some counties are establishing, as a best practice, a visit schedule to maintain supportive and family friendly connections between the RF and the county.	None.
4) Does the adoption of a NMD require RFA?	No. Please refer to All County Letter 13-100 which provides guidance on NMD adoption proceedings.	None.

Updates:

- Conversion: The Counties are encouraged to re-review All County Letters (ACL) [17-16](#) and [17-16E](#) and the conversion requirements detailed therein. It has become apparent that some agencies are requiring existing licensed foster homes and approved relative families to essentially “go through the entire RFA process,” rather than adhering to the conversion requirements specified in the ACLs. The conversion requirements were intentionally designed to capitalize on the existing relationship already established between the county and the family and to minimize the impact on staff workload. An audio presentation relative to conversions can also be found on the RFA webpage.

Next Call: December 5, 2018.